

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION & MARINE
MUNICIPAL GOLF COMMISSION MINUTES
JANUARY 28, 2004**

1. CALL TO ORDER

The meeting of the Municipal Golf Commission was called to order by Bill Townsend, Chairman, at 3:40 p.m. in the meeting room at Recreation Park 18 Golf Course, 5000 Deukmejian Drive, Long Beach, California. Terry Lortz, Superintendent of Golf Operations, took roll call and confirmed a quorum.

<u>Present:</u>	Bill Townsend, Chairman	
	Gail Berns	Robin Bellamy
	John McCann	Bob Peeters
	Philip Barlow	Tonny Christensen
	Linda Cook	Ray McElhenney
	Skip Rowland	Dorothy Deatherage
	Betty Hatcher	Len Kennett

Excused: All Present

Staff: Terry Lortz, Superintendent of Golf Operations
Emy Arteaga, Golf Operations Support

American Golf: Jay Carballo, Regional Director, American Golf Corporation
Jay Shaffer, General Manager, Heartwell Golf Course
Steve DeWitt, General Manager, Heartwell Golf Course
Lisa Georgeson, Junior Golf Coordinator
Dennis Wright, Tournament Coordinator

Guests: Bill Barfield, Past Chair, Long Beach Municipal Golf Commission
Al Theriault
Judy Shaffer

2. INTRODUCTION OF GUESTS

- Chairman Townsend thanked Recreation Park 18 Golf Course staff for hosting the meeting and for the special refreshments.

3. APPROVAL OF MINUTES – NOVEMBER 19, 2003

- The minutes of the November 19, 2003 were reviewed and approved as submitted.

It was moved by Commissioner Christensen seconded by Commissioner McElhenney that the Municipal Golf Commission approve the minutes. The motion carried unanimously.

4. GOLF SUPERINTENDENT REPORT

- Rounds of golf for November were up by 1,397 (4.7%) over the total course rounds for November last year. Total rounds of golf were down by 17,535 (-4.32%) for the year compared to this time last year. **(Skylinks was removed)**
- Rounds of golf for December were down by 659 (-2.32%) over the total course rounds for December last year. Total rounds of golf were down by 18,194 (-4.19%) for the year compared to this time last year. **(Skylinks was removed)**
- Total rounds of golf for 2003 were 492,370 compared to 538,200 for 2002. This was an 8.52% decrease that was mostly the result of closing Skylinks Golf Course.
- Mr. Lortz asked the commissioners if they had any questions or comments on the rounds/financial report for the month of November and December.
- Mr. Lortz reviewed the highlights of the Monthly Facilities Reports and asked the commissioners if they had any questions on any of the reports.

5. AMERICAN GOLF REPORT

- CIP Golf Fund - Available balance as of December 2003 = **\$510,704**
- Junior Golf 1% Fund-Available balance as of December 2003= **\$72,106.73**
- Mr. Carballo reviewed the men and women's club hours report. All clubs are within their allotted hours with the exception of El Dorado and Recreation Park 9 Golf Course Men's Clubs.
- The credit card policy for weekend tee time reservations (Fridays through Sundays) has reduced the no-show groups by 5%.
- Ms. Lisa Georgeson provided an update on the various junior golf programs in our City.
 - The Long Beach Junior Golf Association is in full swing for 2004 with 340 registered members as of January 23. The current waiting list is approximately ten weeks.
 - Planning a junior/adult tournament for February 21st.
 - The Get-A-Grip Program will commence the end of April.
 - The Little Linksters Program is scheduled to start the first session on July 12 – 16 and second session July 19 – 23rd. Applications for

the program will be released on April 1st and available at the Heartwell Junior Golf Building.

- Currently working with Naomi Rainey, President of the Long Beach chapter of the NAACP to design a beginning golf program for some of their youngsters.
- Currently looking for a campus to take the Traveling Golf School to in February. If anyone has any suggestions, please inform Ms. Georgeson at (562) 570-1271.
- Ms. Georgeson thanked the Men's and Women's Clubs at El Dorado Golf Course for their donation of \$500 to the Long Beach Junior Golf Association.
- Ms. Georgeson completed the year-end report for the Tiger Woods Foundation. The third and final installment of the grant should be received soon for the amount of \$17,000.

6. COMMITTEE STATUS REPORTS

A. Capital Improvements – Skip Rowland

- Waiting to receive balance report for CIP monies available for improvements.

B. Fees & Charges – Bob Peeters

- No committee report.

C. Hall of Fame – Len Kennett

- Next meeting is scheduled for March 2004.

D. Policies & Procedures– Tonny Christensen

- No committee report.

E. Tournaments – Dorothy Deatherage

- No committee report.

F. Junior Golf Advisory – Linda Cook

The committee met on January 22nd at Heartwell Junior Golf and listened to an overview of the golf programs presented by Ms. Georgeson. A copy of the programs was distributed to all commissioners to review and learn exactly what each of the programs entails. One thing that did come up is the need for volunteers to help out with all the programs especially with the Junior Golf Program on Friday nights.

Anyone that's interested in participating in this program, which starts at 6:00 p.m. each Friday night and want to enjoy a great evening with young golf students, please contact Ms. Georgeson at (562) 570-1271.

7. **UNFINISHED BUSINESS**

- Skylinks Golf Course Renovation Update:
 - The Skylinks Golf Course renovation project slowed down over the holidays. The irrigation crews finished the renovation of the irrigation systems on holes 1 through 10 and the tree contractor pruned approximately 100 of the 1000 trees they are trimming to encourage healthy growth. The lakes next to the number 16 and 18 greens have been completed and filled with water.
 - Week ending January 9th, the last two lakes next to the number 1 and 9 greens have been finished and filled with water. Concrete cart paths were installed along the number 17 and 18 fairways. The drainage system was installed under the number 9 green and sumps and drains were installed within the number 7 and 9 fairways. Tree pruning was completed on fairways numbered 2, 3 and 4.
 - Week ending January 16th, approximately a dozen California Conservation Corp workers have been hand shaping the sand bunkers along holes number 17 and 18; their crews also planted turf sod on the elevated tees on holes number 11 and 12 and around green number 13. Except for a few small openings for heavy delivery trucks, all concrete cart paths have now been completed along holes 11 through 18. Large Olive trees were transplanted between tees and greens on holes 10 through 18.
 - Week ending January 23rd, sand was installed leveled and compacted for planting on greens 11 through 18. Turf sod was planted on tees 11 through 16. The nursery has delivered another 200 trees for planting. Cart paths were installed on holes 7 and 8. Clubhouse renovation plans are almost complete and the bid specifications are being reviewed by the City Attorney's office.
- Strategic Plan Update:
 - Susan Quinn coordinated three sessions and met with the commissioners on Wednesday, January 14th, Thursday, January 15th and Tuesday, January 20th at 3:30 – 5:30 p.m. small conference room at Parks, Recreation & Marine.
 - The consultant's goal is to work with the commissioners on revising the golf manual, and work on compiling goals and objectives, which support our new mission statement. An ad hoc committee will be formed to work on setting up and prioritizing the goals and objectives. The chairman from each of the

committees will also be involved in separate committees to review various sections of the manuals.

▪ Commission Meeting Location/Schedule:

- Commissioners feel the Municipal Golf Commission needs a permanent home for the ten monthly meetings. Another issue discussed is the sound levels, high ceilings, and accommodations that make it harder to listen and conduct the commission meetings at each of the golf courses.
- Mr. Lortz informed the commissioners that the Heartwell Junior Golf Conference room set up is not conducive to conducting an efficient meeting. The commissioners do not face the audience making it difficult to look address them directly.
- Commissioner Rowland agrees with other commissioner that the Municipal Golf Commission needs a permanent home.
- Commissioner Barlow prefers to meet at the Heartwell Junior Golf Building or Parks, Recreation & Marine Administration Office. The commission can travel once in a while to each of the golf courses.
- Commissioner Christensen prefers to meet at the Heartwell Junior Golf Building or Parks, Recreation & Marine Administration Office. The commission can occasionally travel to each of the golf courses. The commission meets at the individual golf courses but golfers do not attend the meetings. This was one of the reasons the commission agreed to meet at the golf courses to be accessible to all golfers.
- Commissioner Rowland agrees that golfers are not interested in attending the meetings even when they are held at each of the individual golf courses.
- Mr. Barfield past chairman stated the Municipal Golf Commission initially started meeting at Parks, Recreation & Marine before it was moved to the Heartwell Junior Golf Building about eight years ago.
- Mr. Theriault addressed the commission informing them that he received a letter from the City Attorney's office informing him that the commission can meet at the Heartwell Junior Golf Building if they want to.
- Chairman Townsend made a motion to schedule the commission meetings at the Heartwell Golf Building or Parks, Recreation & Marine Administration Building.

It was moved by Commissioner Christensen seconded by Commissioner Rowland that the Municipal Golf Commission approve changing the meeting location. The motion carried unanimously. Commissioner Peeters amended the motion by requesting a vote by roll call. Mr. Lortz took roll call, Robin Bellamy, Len Kennett, Betty Hatcher, Dorothy Deatherage, Bob Peeters, Tonny Christensen, Ray McElhenney, Linda Cook, John McCann, Gail Berns, Philip Barlow, Skip Rowland, and Bill Townsend all commissioners voted unanimously.

8. NEW BUSINESS

- Mr. Carballo announced that Mr. Jay Shaffer, General Manager at Heartwell Golf Course will be leaving and moving on to manage family real estate up north.
- Mr. Lortz thanked Mr. Shaffer for working closely with the City and doing a great job at Heartwell Golf Course.
- Chairman Townsend also thanked Mr. Shaffer for his continued support and dedication and wished him the best on his new job.
- Mr. Carballo informed the commission that the new general manager at Heartwell Golf Course is Steve De Witt. Also Jeff Defranco will be the new general manager starting February 2, 2004 at Recreation Park 18 Golf Course.
- Mr. Carballo informed the commission that the general managers at each of the golf courses will handle all tournaments individually. Dennis Wright will be working with the other general managers and help coordinate the tournaments for all golf courses.

9. COMMENTS

A. AUDIENCE

- None

B. STAFF

- Mr. Lortz thanked Commissioner Berns for bringing a cake to celebrate her birthday and led the commissioners in the traditional happy birthday song. Mr. Lortz also distributed copies of the annual photograph of the golf commission.

C. COMMISSIONERS

- Commissioner Rowland asked if it was possible to have the Skylinks Golf Course renovation project listed on the department website along with posting a map at each of the golf courses. Mr. Lortz stated he was in the process of having this done.

- Chairman Townsend thanked Mr. Lortz for coordinating the hardhat tours at Skylinks Golf Course.
- Commissioner Deatherage requested a 2004 shotgun tournament list. Mr. Carballo will provide a copy as soon as the general managers from each of the golf courses compile a list of upcoming tournaments.
- Commissioner McCann commented on how good the greens are at Recreation Park 9 Golf Course.
- Commissioner Hatcher inquired as to why Heartwell Park Golf Course charges a full cart fee. Mr. Carballo informed the commission that the \$12 fee is needed to cover their costs
- Commissioner Christensen suggested the Parks, Recreation & Marine Department purchase the airport land instead of paying for the use of the land.
- Chairman Townsend announced the U.S. swim trials will be hosted in Long Beach starting July 7 – 14, 2004.

10. NEXT MEETING

**February 25, 2004 at 3:30 p.m.
Heartwell Junior Golf Building
6730 E. Carson Street
Long Beach, CA 90808**

11. ADJOURNMENT

- Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Emy Arteaga
Golf Operations Support

cc: Municipal Golf Commission
Reginald I. Harrison, Deputy City Manager
Phil T. Hester, Director of Parks, Recreation and Marine
Thomas A. Shippey, Manager of Maintenance Operations
Terry L. Lortz, Superintendent of Golf Operations
Jay Carballo, Regional Director of American Golf Corporation